

TIGARD PUBLIC LIBRARY
BOARD
MINUTES
Thursday, March 8, 2007

Call to Order: 7:06 p.m.

Roll Call: Present at the meeting was Brian Kelly, Chair; Marvin Diamond; Cecilia Nguyen; Scott Libert; Jan Thenell; Karen Levear; Margaret Barnes, Library Director and Alison Grimes, Executive Assistant. Absent was Board member David Burke.

Guests included Gene Clair, Library Foundation Board President and Peter Higgins, Library volunteer.

Minutes: After noting that the date for the Annual Joint Meeting with the Tigard City Council was March 20th and not March 13th as stated, the minutes from the February 8, 2007 Library Board were unanimously approved.

Motion – Libert Second – Thenell

Agenda Additions and Deletions: None

Call to the Public: Gene Clair briefly addressed the Board regarding the Foundation and his difficulty recruiting new board members. Peter Higgins explained his reluctance to be on the Board as he felt there is an overlapping of services between the Foundation and Friends of the Library. Both he and Clair suggested that consolidating the two boards might alleviate the difficulty in recruiting members. After discussion, Kelly requested Clair get board members together, identify specific needs and suggest solutions regarding volunteerism and the consolidation of both boards. Clair will keep Kelly updated and will meet with the Library Board at a later date.

Visit with Employee – Len Anderson, Readers' Services Division Manager, was introduced by Barnes and spoke briefly with the Board. Anderson, hired in August 2006, brings over 31 years experience with academic libraries to the Tigard Public Library. He discussed some of his goals for the Library and answered questions from the Board before leaving the meeting.

Alison Grimes, newly-hired Executive Assistant, was also introduced to the Board. Grimes, a transplant from Ohio, has over 25 years of administrative experience plus experience with the workings of local government.

Monthly Report for February 2007: Barnes distributed the monthly statistics for February, 2007. Circulation again set another record – 73,919 items were checked out – the highest circulation ever in the month of February, surpassing the previous high of 68,224 set in 2006. Cultural Passes have been used frequently, with the Portland Art Museum as the favorite destination. The two largest programs in February were the AARP Tax Help and Eth-Noh-Tec; both programs had 70 attendees. On March 22 the Library will host a graduation for those families who attended the *Prime-Time Family*

Reading Time. This 6-week program, designed specifically for under-served families with children aged 6 through 10, promotes family literacy and is an opportunity for parents and their children to come together by reading.

Upcoming Dates:

Friday, April 13	5:30 p.m.	Library Volunteer Recognition
Friday, April 20	7:00 p.m.	Jazz Celebration – One O’Clock Jump

The City of Tigard has purchased two licenses (ASCAP and BMI) which allow various groups to perform copyrighted songs. This should afford more opportunities for the Library to provide music to its patrons.

Barnes also handed out a pie chart noting February’s Inbound Internet Usage, Tigard City Council’s 2007 Goals, and a Circulation Management Overview.

Annual Patron Survey: Barnes distributed the results of the survey, noting that approximately 2,700 responses were received; the highest percentage of surveys coming from the 41-60 age group. Most surveys requested more evening hours, which came as no surprise to Library staff. Libert noted that the survey might have a seasonal bias and that longer evening hours might not have been an issue if the survey had been taken in the summer.

Performance Audit: Kelly attended the overview of the audit held at the Tigard City Council workshop on Tuesday, February 20th. Although the Performance Audit was favorable, Kelly felt the City was less concerned about the Library’s performance as they were with finances.

Annual Joint Meeting with City Council: Barnes and the Board reviewed various topics to bring before Council during the upcoming Workshop, March 20. Photos will be collected to create a montage of Library events and activities and various statistical data will be compiled in graph format for the Council’s review. The Board and Barnes will meet in City Hall’s lobby at 6 p.m. on the 20th.

Library Policies: Due to the late hour, this item was tabled until April’s meeting.

Other Business: None

Adjournment: There being no further business to come before the Board, the meeting adjourned at 9:04 p.m.

The next Library Board meeting is scheduled for Thursday, April 12, 2007 at 7:00 p.m. in the Conference Room at the Tigard Public Library, 13500 SW Hall Blvd.